

CLEMSON UNIVERSITY STAFF SENATE
April 10, 2018, 10:30 AM, Kresge Hall – Outdoor Lab

A g e n d a

1. Approval of Minutes
2. Open Commentary
3. President's Reports
 - A. Other:
 1. Board of Trustees – The Board meets in Clemson April 19-20. Leigh Dodson submitted a report on behalf of the Staff Senate (Attachment). Leigh will introduce Dan Hofmann as the new president.
 2. Human Resources
4. Treasurer's Report, Leslie Doss. FY18 funds remaining as of April 9th were (a) Vending: \$9,514.71; (b) Staff Senate operating: \$2,207.44; (c) Staff Senate travel: \$308.60; (d) SDP: Budget not populated, expenditures to-date \$7,185.20; (e) Fund 12 PSA/Extension Outreach: \$2,596.09.
5. Committee Reports
 - A. Standing Committees
 1. Activities, Roberta Balliet.
 - A. Military Pin Order
 - B. Glazed Social (Report)
 2. Communications, Jan Lay for Bindu Rangaraju.
 3. Membership, Shelly Geer & Deveraux Williams.
 - A. The Senate welcomes the new Senators: Kim Arp (Advancement), Ashley Burns (PSA), Lindsay Davis (PSA), Christal Douglas (Research/Econ Dev), Melinda Fischer (CBSH), Kerri Kwist (Research/Econ Dev), Sarah-Jo Lawrence (Athletics), Joshua Morgan (Libraries), C.J. Smith (CCIT), and Mallory Warrick (Athletics) – Returning Senators Appointed/Elected: Janeen Putman (CECAS) – Retiring Senators: Billy Edwards (Research/Econ Dev), Debra Goss (PSA), Amanda Menefee (CoB), Rhonda Powell (Research/Econ Dev), Michelle Voyles (Libraries), Shelly Geer (Athletics), and Deveraux Williams (CCIT). Thank you also to all of our outgoing Staff Senators!
 - B. Call for Nominations (Ombuds Evaluation Committee Representative)
 - C. Senators Request to Change Committees for 2018/19 – Please email Karon (copy Alex) to notify her of these requests no later than Tuesday, May 1, 2018.
 4. Policy & Welfare, JoAnna Floyd. P&W met on March 20, 2018. Beginning in April 2018, JoAnna Floyd and Sue Whorton will serve as Co-Chairs of the P&W Committee. The committee has a number of ongoing initiatives and will be defining objectives for 2018-2019 at its next meeting on April 17, 2018.
 5. Scholarship, Tonyia Stewart.
 - A. Spring Soiree Update
 - B. University Committees
 1. President's LGBTQ Commission, Holly Williams. Open Forum: The President's LGBTQ Commission held an open forum on Friday, March 30. The purpose of the forum was to communicate with the campus and to provide members of the campus community the opportunity to pose

comments, questions, or concerns. Faculty, staff, administration, and students were encouraged to attend, although a student-only forum will be hosted at a later date. The forum was well-attended, with around 25-30 administrators, faculty, staff, students, and community members present. The Commission gave a short presentation on the history of the LGBTQ community, followed by just around 1 hour of discussion. The main points that came out of the forum, and which are relevant to Staff Senate, include the need to provide more training for staff and faculty on pronoun usage (his, her, their, etc). More Ally Training was also suggested, as well as having inclusive training within the LGBTQ+ community. Lack of gender neutral restrooms and communication also need looking at.

2. Accident Review Board, Rebecca Trutwin. The Board evaluated several accidents involving state vehicles to determine the level of fault of the Clemson University employee involved. Decisions were unanimous for every case.

6. Unfinished Business

- A. State Outreach – CU4Health assessments are being planned for July and August throughout the state, pending FY19 funding.

7. New Business

8. Announcements

- A. Staff Senate Awards Luncheon – The 2018 Awards Luncheon for Staff Senate is today (Tuesday, April 10th) immediately following today’s meeting, beginning at 11:30 a.m. also inside of Kresge Hall. We are pleased to have you join us for the luncheon as we welcome our newest senators, thank our outgoing senators for their dedication and service to the senate, and roll out our newly elected Staff Senate Officers. Remember, lunch is provided.
- B. SDP Application Period – The Staff Development Program application period is now open and will conclude on April 30, 2018, on which date by 4:30 p.m. all applications must be completed in-full (signed off by supervisor) and submitted to the Staff Senate/SDP Office at 801 Union. With the last scheduled SDP Information Session concluded, you may now access all relevant documents and forms, including the pre-recorded, audio-led PowerPoint presentation used at the Information Sessions, at the “Documents and Forms” link (left-hand side; 4th option down) on our website (clemson.edu/sdp). Please refer to that same “Documents and Forms” link for resources pertaining to program guidelines, application instructions, goal/activity brainstorming, example application, supervisor FAQ, and eligibility requirements; you may also refer to the “Eligibility” link for a direct-text resource regarding whether or not you are eligible to participate in the SDP. Please note that in addition to all other standing eligibility requirements, there is a revision to the eligibility guidelines highlighting that some employees that have converted from a TLP to an FTE may be eligible this year for the program. Time accrued in the TLP position (at 30+ hours a week i.e. full-time service) count toward your years of service at the university. If you are still in the same position as you were as of April 30th of 2017, you have met the 1 year in current position requirement. As service time in that TLP position would not have required any EPMS evaluations, the SDP requirement for applicants to have received at least a “Successful” on their EPMS for 2016-17 and 2017-18 would be waived, as it would not apply.

9. Adjournment

Next Meeting: Tuesday, May 8, 2018, 10:30 a.m., Madren Conference Center

CLEMSON UNIVERSITY STAFF SENATE
April 10, 2018, 10:30 AM, Kresge Hall – Outdoor Lab

Minutes

Members Present: Dustin Atkins, Roberta Balliet, Savannah Bock, Laura Clay, Kayla Cleveland, Glenda Cotton, Leigh Dodson, JoAnna Floyd, Shelly Geer, Debra Goss, Celeste Hackett, Dan Hofmann, Jeff Holliday, Jan Lay, Dan Lewis, Amanda Menefee, Meg Newton, Tim Nix, Beth Perry, Rhonda Powell, Janeen Putman, Bindu Rangaraju, Lavonne Sloop, Tonyia Stewart, Janine Sutter, Rebecca Trutwin, Michelle Voyles, Janay Whitesel, Sue Whorton, Deveraux Williams, and Holly Williams

Members Absent: Mac Bevill, Jeff Bright, Leslie Doss, Billy Edwards, Michael Gilstrap, Dionne Holt, Barrett Kendjoria, Aubrey Miller, Cody Price, Amy Smedberg, Rebecca Ulmer, and Tom Warnock

Guests: Matt Bundrick, Christal Douglas, Melinda Fischer, Laurie Haughey, Jeff McCall, Chris Talley, Jackie Todd, and Tom Ward

1. Approval of Minutes: Janeen Putman moved to approve the minutes from the March 13, 2018 Staff Senate meeting as written. Roberta Balliet seconded the motion and the vote was unanimous. The minutes were approved.
2. Open Commentary: None.
3. President's Reports
 - A. Other:
 1. Board of Trustees – The Board meets in Clemson April 19-20. Leigh Dodson submitted a report on behalf of the Staff Senate (Attachment). Leigh will introduce Dan Hofmann as the new president.
 2. Human Resources
4. Treasurer's Report, Leslie Doss. FY18 funds remaining as of April 9th were (a) Vending: \$9,514.71; (b) Staff Senate operating: \$2,207.44; (c) Staff Senate travel: \$308.60; (d) SDP: Budget not populated, expenditures to-date \$7,185.20; (e) Fund 12 PSA/Extension Outreach: \$2,596.09.
5. Committee Reports
 - A. Standing Committees
 1. Activities, Roberta Balliet.
 - A. Military Pin Order – Pins for the 2018 Staff Senate Veterans Reception have been approved and ordered by the Staff Senate office.
 - B. Glazed Social (Report) – All the Staff Senators who joined the group for the social at Your Pie/Glazed had a great time! Please join the group in the future if you are interested in trying something new or spending a little bit of time with your Staff Senate counterparts after work hours.
 2. Communications, Jan Lay for Bindu Rangaraju. Jan notified the senate that she has been pulling numbers regarding access of the monthly Staff Senate newsletter and discovered that any time we linked to Box directly when sending out the final product, there were approximately anywhere from 400-600 hits, as opposed to the 20-30 or so when a direct Box link is not included and multiple clicks are needed to access the content. The Communications Committee has lots of new thoughts and ideas regarding ways to utilize and optimize the newsletter moving forward to reach the largest crowd with the most relevant material possible.
 3. Membership, Shelly Geer & Deveraux Williams.

- A. The Senate welcomes the new Senators: Kim Arp (Development and Alumni Relations), Ashley Burns (PSA), Lindsay Davis (PSA), Christal Douglas (Research/Econ Dev), Melinda Fischer (CBSH), Kerri Kwist (Research/Econ Dev), Sarah-Jo Lawrence (Athletics), Joshua Morgan (Libraries), C.J. Smith (CCIT), and Mallory Warrick (Athletics) – Returning Senators Appointed/Elected: Janeen Putman (CECAS) – Retiring Senators: Billy Edwards (Research/Econ Dev), Debra Goss (PSA), Amanda Menefee (CoB), Rhonda Powell (Research/Econ Dev), Michelle Voyles (Libraries), Shelly Geer (Athletics), and Deveraux Williams (CCIT). Thank you also to all of our outgoing Staff Senators!
- B. Call for Nominations (Ombuds Evaluation Committee Representative) – The university’s Ombuds program has advisory committees, modeled after Faculty Advisory Committees, on which standing Officer positions from the senates are seated, as well as 1 representative from Staff Senate and 1 general staff representative of the Staff Ombudsman’s choosing. After a show of interest, it appears that JoAnna Floyd and Meg Newton have both submitted themselves as possible candidates for this committee. JoAnna and Meg will need to submit a proposal for why they should be elected for representation on this committee.
- C. Senators Request to Change Committees for 2018/19 – Please email Karon (copy Alex) to notify her of these requests no later than Tuesday, May 1, 2018.
- 4. Policy & Welfare, JoAnna Floyd. P&W met on March 20, 2018. Beginning in April 2018, JoAnna Floyd and Sue Whorton will serve as Co-Chairs of the P&W Committee. The committee has a number of ongoing initiatives and will be defining objectives for 2018-2019 at its next meeting on April 17, 2018.
- 5. Scholarship, Tonyia Stewart.
 - A. Spring Soiree Update – Senators were encouraged to sell tickets and solicit sponsors and silent auction items.

B. University Committees

- 1. President’s LGBTQ Commission, Holly Williams. Open Forum: The President’s LGBTQ Commission held an open forum on Friday, March 30. The purpose of the forum was to communicate with the campus and to provide members of the campus community the opportunity to pose comments, questions, or concerns. Faculty, staff, administration, and students were encouraged to attend, although a student-only forum will be hosted at a later date. The forum was well-attended, with around 25-30 administrators, faculty, staff, students, and community members present. The Commission gave a short presentation on the history of the LGBTQ community, followed by just around 1 hour of discussion. The main points that came out of the forum, and which are relevant to Staff Senate, include the need to provide more training for staff and faculty on pronoun usage (his, her, their, etc). More Ally Training was also suggested, as well as having inclusive training within the LGBTQ+ community. Lack of gender neutral restrooms and communication also need looking at.
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7. New Business: None.

8. Announcements: None.

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9. Adjournment: There being no further business to discuss, the meeting adjourned.

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